

MINUTES
OAK LAWN PUBLIC LIBRARY BOARD OF TRUSTEES
Regular Meeting, October 21, 2025 at 6:45 p.m.

The regular meeting of the Oak Lawn Public Library Board of Trustees was held on Tuesday, October 21, 2025 at Oak Lawn Public Library. President Brightmore called the meeting to order at 6:45 p.m.

ROLL CALL

Trustees Present: Ms. Brightmore, Ms. Mallo, Ms. McCarthy, Ms. McDermott, Ms. O'Keefe
Mr. Schwarzkopf and Mr. Skibinski

Trustees Absent: Mr. Skibinski

Staff Present: Ms. Williams, Director; Ms. Mueller, Business and Personnel Manager;
and Ms. McWilliams, Executive Secretary

Visitors: Carla Williams, AFSCME Council 31 and Mary Donovan

PLEDGE OF ALLEGIANCE

Ms. Brightmore led the audience in the Pledge of Allegiance and welcomed our visitors.

COMMUNICATIONS/CITIZEN/STAFF COMMENTS

No activity this month

CONSENT AGENDA

APPROVAL OF MINUTES

Regular Meeting, September 16, 2025

Executive Session Meeting, September 16, 2025

BILLS AND INVOICES

Payment of bills and invoices for general obligations as represented by checks numbered 40097-40178 for \$329,391.97 as presented.

Report of the voided checks as presented.

REPORT OF THE DIRECTOR - Personnel Changes

During the month of September 2025, the following staff changes took place:

No activity this month

POLICY REVIEW

No revisions were made to the following policies.

BP 1.2	Collection Management
BP 1.2A	Reconsideration Form
BP 1.2B	Library Bill of Rights

BP 1.2C	Freedom to Read Statement
BP 1.2D	Freedom to View Statement
BP 4.5	Unattended Children
BP 5.1	Personnel Policy

END OF THE CONSENT AGENDA

MOTION: Made by Ms. McDermott, seconded by Mr. Schwarzkopf: To Approve the Consent Agenda items 5-7 & 8 (A, B, C, D, E, G and J) as amended. Motion passed by unanimous voice vote.

FINANCIAL REPORTS

Ms. Williams presented the Financial Reports.

By the end of September 2025, we would normally be at 75.00% through the budget; we received 54.53% of our revenue and our expenditures are currently at 68.52%.

MOTION: Made by Mr. Schwarzkopf, seconded by Ms. McCarthy: To Accept the Financial Reports as presented. 6 Ayes, 0 Nays, 1 Absent. Motion Passed.

REPORT OF THE DIRECTOR

Narrative and Statistical Report

Ms. Williams submitted the monthly reports.

Friends of the Library Report

The August 14, 2025 meeting minutes were submitted.

OLD BUSINESS/DISCUSSION ITEMS

Village and Community Info

No activity this month

Working Group Reports

No activity this month

OLPL in the News

Several newspaper articles were provided for viewing

Staff Survey

Ms. Brightmore passed out a summary of the staff survey and briefly explained the results, which were divided into four different groups for easier comprehension.

2026 -2031 Capital Asset Plan

A copy of the Capital Asset Plan was provided in the board packet for review. It is required to be updated every five years.

NEW BUSINESS/ACTION ITEMS

Approve Destruction of Executive Session Recordings

MOTION: No Motion Made

Approve Revised BP 4.15 Volunteers

MOTION: Made by Mr. Schwarzkopf, seconded by Ms. McDermott: To Table Revised BP 4.15 Volunteers until next month. Motion passed by unanimous voice vote.

Approve Revised BP 4.16 Rules of Conduct

MOTION: Made by Ms. McCarthy, seconded by Ms. McDermott: To Approve Revised BP 4.16 Rules of Conduct. Motion was passed by unanimous voice vote.

Approve Revised BP 3.9 Barring Disruptive Patrons from the Library

MOTION: Made by Ms. McDermott, seconded by Mr. Schwarzkopf: To Approve Revised BP 3.9 Barring Disruptive Patrons from the Library. Motion passed by unanimous voice vote.

Approve 2026 Tax Levy & General Fund Operating Budget

MOTION: Made by Mr. Schwarzkopf, seconded by Ms. McDermott: To Approve 2026 Tax Levy & General Fund Operating Budget. 6 Ayes, 0 Nays, 1 Absent. Motion Passed.

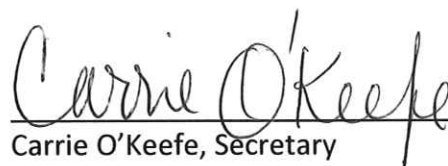
Approve 2026 Capital Reserve Fund Budget

MOTION: Made by Ms. McDermott, seconded by Ms. McCarthy: To Approve 2026 Capital Reserve Fund Budget. 6 Ayes, 0 Nays, 1 Absent. Motion Passed.

ADJOURNMENT

MOTION: Made by Mr. Schwarzkopf, seconded by Ms. McDermott: To Adjourn the Oak Lawn Public Library Board Meeting 8:48 p.m. Motion passed by unanimous voice vote.


Kim Brightmore, President


Carrie O'Keefe, Secretary

